



DEPARTMENT OF THE ARMY  
U.S. ARMY CORPS OF ENGINEERS  
WASHINGTON, D.C. 20314-1000

REPLY TO  
ATTENTION OF:

CECW-ON

AUG - 5 2003

MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS,  
CHIEFS, OPERATIONS DIVISIONS

SUBJECT: Operations and Maintenance Business Information Link (OMBIL)/Recreation

1. Reference memorandum, CECW-ON, 21 June 2000, subject: Operations and Maintenance Business Information Link (OMBIL)/Recreation (Encl 1). The referenced memorandum provided information on the OMBIL/Recreation User's Group charter and membership, and provided a list of Points of Contact (POCs) who provide first line assistance to users on OMBIL/Recreation related issues. This memo transmits a revised User's Group Charter, modified to provide for memberships of indefinite duration, to assure long-term stability of the system and assistance to users. (Encl 2)
2. The OMBIL is the single repository of information required to manage the Operations function of the U.S. Army Corps of Engineers. Key objectives include one time data entry, as well as access to corresponding, consistent information in various formats at all levels of the Operations community. The OMBIL/Recreation User's Group has done a great job in providing support to the field, including technical support, training, and refinement of the system to meet users' needs. The User's Group provides organizational stability and institutional knowledge, while facilitating system maturity. Their hard work is recognized and greatly appreciated.
3. Additional reference information, including a current list of OMBIL/Recreation POCs, as well as the revised Charter and current user group membership, may be found at the OMBIL website, <https://ombil.usace.army.mil/>.
4. The proponent for OMBIL/Recreation in CECW-ON is Ms. Judy Rice, (202) 761-4751. The User's Group Chair is Mr. Michael Owen, CESWF-OD-R, (817) 886-1575.

FOR THE COMMANDER:

2 Encls

*for Laurence A. Lang*  
MICHAEL B. WHITE  
Chief, Operations Division  
Directorate of Civil Works

CECW-ON

SUBJECT: Operations and Maintenance Business Information Link (OMBIL)/Recreation

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REPLY TO  
ATTENTION OF:


21 JUN 2000

CECW-ON

MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS,  
ATTN: CHIEFS, CONSTRUCTION-OPERATIONS  
DIVISIONS

SUBJECT: Operations and Maintenance Business Information Link (OMBIL)/  
Recreation

1. Reference CECW-ON memorandum, Subject: Operations and Maintenance Business Information Link (OMBIL), dated 13 April 2000. The referenced memorandum requested a point of contact (POC) be designated at each division and district to coordinate OMBIL/Recreation activities within his/her organization. It also requested nominations be submitted for members of an OMBIL/Recreation User's Group, to provide advice and assistance for OMBIL operations.
2. A list of OMBIL/Recreation POCs is enclosed. (Encl 1) These POCs will be responsible for information transfer and program coordination, both at their organizational level and vertically within the organization. They will provide first line assistance to users on OMBIL/Recreation related issues. POC designations will continue indefinitely until changed by local offices. Notification of changes to OMBIL/Recreation POCs will be made to CECW-ON and the OMBIL/Recreation User's Group in a timely manner.
3. The OMBIL/Recreation User's Group membership is shown at Encl 2. The members will serve 3 year, rotational terms. The Chair will serve indefinitely. A charter, including initial rotational terms, will be presented at the first User's Group meeting, tentatively scheduled for August 2000.
4. POC for OMBIL/Recreation in CECW-ON is Ms. Judy Rice, (202) 761-1795.

  
for CHARLES M. HESS  
Chief, Operations Division  
Directorate of Civil Works

Encl 1

OMBIL/RECREATION  
USER'S GROUP CHARTER – Revised 8 May 03

1. The Operations and Maintenance Business Information Link (OMBIL) was developed to provide a single repository of information required to operate and manage the Operations function of the U.S. Army Corps of Engineers. Key objectives in the development included one time data entry, as well as access to corresponding, consistent information in various formats at all levels of the Operations community.
2. Each Business Function identified its own data needs and provided advice and assistance in the development of its component. The Recreation Business Function employed a group of Subject Matter Experts (SME) representing the project, district and division levels, with one HQs proponent, to assure the needs of all users were addressed during development. The resulting system was refined during deployment and initial use to enhance its capability to meet existing needs. As data requirements change for the recreation business function in the future, the system will evolve to meet the new requirements.
3. The OMBIL/Recreation User's Group will be critical in the refinement and future evolution of the component to serve the needs of the recreation business function. The User's Group will provide organizational stability and institutional knowledge, while facilitating system maturity. The User's Group will be responsible to:
  - a) Serve as Ombudsman for field users, to communicate field needs and concerns to HQUSACE.
  - b) Identify and evaluate requirements for changes, enhancements, additions or deletions to recreation data and standard reports in OMBIL. Make appropriate recommendations to HQUSACE.
  - c) Identify and evaluate new or modifications to existing OMBIL utilities or features to facilitate or improve system use. Make appropriate recommendations to HQUSACE.
  - d) Identify improvements or modifications to the OMBIL/Recreation User's Manual. Make appropriate recommendations to HQUSACE.
  - e) Provide information and technical assistance to the Division and District POCs and to field users, to include assistance in training, as appropriate.
  - f) Advise HQUSACE on matters of policy and system management regarding the Recreation Component
4. The User's Group will meet twice a year, as necessary, to conduct business. Meeting location, duration and format will be determined by the Group. The Group may determine that necessary business can be accomplished through a teleconference, in lieu of a meeting, if appropriate. A report of proceedings, to include an evaluation of system condition and functioning, as well as any appropriate recommendations, will be provided to HQUSACE

encl 2

following the meeting. If the Group determines there is no business to conduct, a negative report will be provided to HQUSACE.

5. The User's Group is composed of 9 individuals, one representing each Major Subordinate Command and one chairperson. The group includes 1 person from an MSC, 2 persons from Districts, and 5 persons from projects. The members, as well as the Chairperson, will serve indefinite assignments, in order to provide stability and continuity to the Group. All members have equal standing in the Group.

6. Members will be designated by HQUSACE memorandum and will serve until an exception is requested through the MSC by formal memorandum. When a member decides to rotate off the Group or needs to be replaced due to retirement, change of duty station, etc., the representative MSC will nominate 4 individuals for possible new members, 1 from the division, 1 from the district and 2 from the project level of the organization. The User's Group will provide recommendations for incoming members to HQUSACE, assuring integrity of the organizational composition.